

**MINUTES OF THE SEPTEMBER 19, 2006
BUDGET AND PERSONNEL COMMITTEE MEETING**

Members Present

Nancy B. Conklin, Chairwoman

Glenn B. Wolffe

Anita W. Speidel

1. Call to Order.

Chairwoman Conklin called the meeting to order at 5:30 p.m.

2. Agenda Adoption.

Chairwoman Conklin asked that the Invocation and Pledge of Allegiance be removed from the agenda as this is not normally done at committee meetings.

Vice Mayor Speidel moved, seconded by Councilman Wolffe to adopt the agenda as corrected. The motion was unanimously approved.

3. Request from Emergency Medical Personnel for Reimbursement for Cell Phones.

Town Manager Ritter explained that the EMS employees have turned in their pager and are requesting a \$25.00 per month allowance for their personal cell phones. Police Officers are currently receiving this reimbursement. EMS employees are using their personal cell phones daily in the performance of their duties.

Councilman Wolffe moved, seconded by Vice Mayor Speidel to authorize reimbursement to the three Emergency Medical Services personnel of \$25.00 per month on their paychecks. The motion was unanimously approved.

4. Amendment to Section 109 – Conflicts of Interest, of the Employee Handbook.

Town Manager Ritter explained that currently there are no provisions in the Charter, Ordinances, or Employee Handbook that establishes employees holding a council seat as a conflict of interest. Staff has discussed this matter with Mr. Mark Flynn at the Virginia Municipal League who is confident that the Town may prohibit employees from continuing employment once elected to Council.

Section 109 of the Employee Handbook deals with conflicts of interest. The amendment would add the following sentence to this section: No compensated employee of the Town shall be eligible to serve on Council.

Councilman Wolffe moved, seconded by Vice Mayor Speidel to recommend to Council an amendment to Section 109 of the Employee Handbook. The motion was unanimously approved.

5. Cooperative Service Agreement between the Town and the U.S. Department of Agriculture.

Town Manager Ritter explained that while in discussions with the Department of Agriculture concerning our continuing deer de-pop program, the Department of Agriculture stated their willingness to work with the Town to capture and remove feral cats using cage traps. They have stated their concerns with over population and other concerns related to this issue. The cost would be approximately \$4,102.

Councilman Wolffe asked if the Town really wanted to do this project. He asked if there was a need and he would like to have more details on the scope of this project. He stated that before the Town started the deer de-pop program, studies were performed as to the extent of the problem. He stated there were several areas which he would like to have more information from the Department of Agriculture such as: problem study, extent of the problem, cost breakdown, and long term/short term effects.

The Committee asked that the USDA come to the next Budget and Personnel meeting to discuss this project further.

6. Public Participation.

Mayor Tarr asked that employees provided with the cell phone reimbursement provide the Town with their cell phone numbers. He asked if the Town had reviewed individual plans for accountability of the cell phone reimbursement.

7. Adjournment.

Vice Mayor Speidel moved, seconded by Councilman Wolffe to adjourn the meeting at 8:15 p.m. The motion was unanimously approved.